

Government of the District of Columbia  
Department of Health  
Health Regulation and Licensing Administration

Dear Physician's Assistant:

Pursuant to the D.C. Uniform Controlled Substances Law (D.C. 4-29; D.C. Code § 48.901.02 (et. seq.) and regulations promulgated under 22 DCMR Chapters 10-15, every person who manufactures, distributes, dispenses, prescribes or who conducts research with controlled substances in the District of Columbia must be registered with the D.C. Department of Health (DOH). This registration is required in addition to federal registration with the U.S. Drug Enforcement Administration (DEA).

To apply for a new DC Controlled Substance Registration or to renew your current registration, fill out the controlled substances application form enclosed. A separate registration is required for each place of business or practice that has independent activities where controlled substances are manufactured, distributed, dispensed, prescribed, research conducted, or stored on site.

To ensure that your application is processed timely, please follow the instructions provided. Incomplete applications will delay processing. Completed application packet includes the following:

"Physician Assistant Delegation Agreement Form" signed by supervising physician(s). The supervising physician(s) must have a current up-to-date District of Columbia Controlled Substance Registration  
Completed and signed **legible** Controlled Substance Application Form Check or money order of \$130 made out to "**D.C. Treasurer**".

Application package should be mailed to:

HLRA 1  
P.O. BOX 37801  
Washington, DC 20013

Should you have questions, please contact us via email at [Abena.Osae-Addo@dc.gov](mailto:Abena.Osae-Addo@dc.gov) and [Latasha.Gaskin2@dc.gov](mailto:Latasha.Gaskin2@dc.gov)

Sincerely,



Shauna White, PharmD, R.Ph.  
Executive Director – District of Columbia Board of Pharmacy  
Program Manager - Pharmaceutical Control Division